

A quorum of the County Board and/or Its Committees may be Present.

Newly-Elected Supervisor Orientation

Thursday, April 13, 2006 – 8 a.m.

Waukesha County Courthouse – Room 179

AGENDA

1. Welcome and Introductions
2. An Organizational Overview of Waukesha County Government
3. Duties and Responsibilities of Standing Committees
4. Legislative Process, Press Relations, Constituent Services
5. Tour County Board Offices and Meeting Rooms
6. Activities and Procedures of the April 18, 2006 Organizational Meeting
7. Legal Matters including Open Meeting Law, Public Records, Email Policy, Ethics Code
8. Payroll and Benefits Forms

| <u>Item(s)</u> | <u>Appearances</u> |
|-----------------------|---|
| 1 | County Board Chair Jim Dwyer |
| 2 | Principal Internal Auditor Jackie Siewert |
| 2 & 4 | Legislative Policy Advisor Dave Krahn |
| 3 & 6 | Legislative Policy Advisor Mark Mader |
| 7 | Corporation Counsel Tom Farley |
| 8 | Employee Benefits Administrator Pete Hans |

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